



## **FREMONT PLANNING BOARD**

**January 21, 2009**

### **Meeting Minutes**

Approved January 28, 2009

Present: Chairman Roger Barham, Co-Chair and CC Rep. Jack Karcz, Member John (Jack) Downing, Selectman Gene Cordes, Building Official and Alternate Thom Roy, RPC Circuit Rider David West and Land Use AA/Recording Secretary Meredith Bolduc.

Mr. Barham opened the meeting at 7:10 pm.

Mr. Karcz made the motion to approve the minutes of the November 19, 2008 meeting as written. Motion seconded by Mr. Downing with unanimous favorable vote except for Mr. Cordes who abstained as he was not present at that meeting.

Mr. Karcz made the motion to approve the minutes of the December 3, 2008 meeting as written. Motion seconded by Mr. Downing with unanimous favorable vote except for Mr. Cordes who abstained as he was not present at that meeting.

Mr. Karcz made the motion to approve the minutes of the January 7, 2009 meeting as written. Motion seconded by Mr. Cordes with unanimous favorable vote except for Mr. Downing who abstained as he was not present at that meeting.

#### **CTAP**

##### **Inclusionary Housing Zoning Ordinance**

Mr. Barham reported that the Board has received a January 15, 2009 correspondence from CTAP Project Manager Ansel Sanborn informing that the application for \$5,000 in CTAP local discretionary funds to draft an Inclusionary Housing zoning ordinance for the Town to present for consideration to voters has been approved by the NH DOT.

##### **Open Space Plan**

Mr. West reported that the Town has definitely been approved for an Open Space Plan as applied for by the Conservation Commission. The Open Space Plan is a stand-alone document. This would be a project for the Open Space Committee, but with representatives, if possible, from the Conservation Commission, Planning Board, Selectmen and any other Board or at large Townspeople that would be interested and could commit to the project. This would be a 4 month process that would involve about 4 meetings (maybe one per month). The process calls for identification of important views and natural features of the Town that would be ranked by the

Committee to see how to connect green infrastructures, then identify the parcels involved and their value/rank and come up with the best stewardship for the Open Space Plan. Mr. West said that he could do most of the mapping involved. Mr. West said that he thinks once we get commitment from the Southern NH Planning Commission and CTAP Project Manager Ansel Sanborn and a committee established in the Town the process can be started.

The CTAP said that every town needs an open space plan and it was originally thought that SPNHF would implement, but now it has fallen upon the Regional Planning Commissions to come up with that plan.

Mr. West said that there is approximately \$3,000 left of this round of the CTAP discretionary funds that were allotted to be spent by Fremont on a wetlands zoning issue. Suggestions for those issues are:

- 1) Wetland Mitigation Plan; suggested by the Conservation Commission
- 2) Vegetative Buffer Ordinance that would include a detailed vegetative buffer in the 100' wetland setback; suggested by the Conservation Commission
- 3) Wetlands Ordinance that would include enforcement authority and enforcement procedures; suggested by the Planning Board

Mr. Karcz asked if the Town can have a mitigation plan even though the State has one. Mr. West agreed to look into that. It was thought that a Vegetative Buffer Ordinance would really be an amendment to the ordinance already in place. Mr. West will review the existing ordinance to find where the funds would best be used.

#### ALBERT WITHAM/COUNTRYSIDE ESTATES

Map 3 Lot 001

The Board received a fax copy of the Affidavit that is to be filed with the original Countryside Estates Plan referencing the recently approved as-built plan, as per condition #5 of the conditionally approved as-built plan of Map 3 Lots 1-1-45 and 1-1-11. It was found that the title of the as-built plan referenced in the first sentence of the Affidavit (As-Built Water Line and Road Location Plan) is wrong and needs to be changed to "*As-Built of Site 3-1-1-11 and 3-1-1-45*". The rest of the Affidavit looked fine.

Mr. Witham will be notified of the necessary change.

#### MASTER PLAN

##### Water Resource section of the Natural Resource Inventory Chapter TARGETED BLOCK GRANT (TBG)

The 2009 RPC Targeted Block Grant (TBG) grant for the update of the Water Resource portion of the Natural Resource Inventory section of the Master Plan has been signed and forwarded to RPC. It was agreed that this needs to wait until after the Town Meeting for the appropriation for the matching fund grants.

##### Transportation Chapter

Mr. West reported that the plan is to have a draft ready for the February 25, 2009 meeting.

### Citizens Introduction

Mr. Barham distributed an update to the Citizens Introduction for the Master Plan as authored by Mrs. Bolduc. She reported that according to Town Counsel John Ryan, a public hearing is not needed to amend this intro.

After the Board reviewed the document and made a minor change in the structure of the first paragraph on the second page, Mr. Karcz made the motion to approve and accept the amendment to the Citizens Introduction for the Master Plan.

Motion seconded by Mr. Cordes with unanimous favorable vote.

### RULES OF PROCEDURE

Mr. Barham distributed a Planning Board Rules of Procedure document for the Board to review. It was noted that NH RSA 676:1 mandates that the Planning Board must have rules of procedure in place. The Board reviewed the document and made several changes including:

Officers; lines 1 & 2 - change annual election from January to *March*

Line 3- change "all officers" to *Chairman and Vice-Chairman*

Meetings; line 1 – sentence 2 – add *The Board currently meets* and change "Tuesday" to *Wednesday* so the sentence reads "*The Board currently meets in the basement meeting room of the Fremont Town Hall at 7:00 pm on the first, third and fourth Wednesdays of each month.*"

Public Hearings; line 1 – sentence 1 to read *The Chairman shall call the hearing to order.* Sentence 2 to read *The Chairman shall identify the applicant or agent and ask for the report on the proposal.* Renumber all other lines.

Line 11 – add *for all Site Plan Review and Subdivision Applications* so the sentence Reads in part *The Board shall render a written decision for all Site Plan Review and Subdivision Applications--.*

The Board agreed to the following:

1. Add a section describing "quorum" and "majority".
2. Add a section quoting RSA 673:14 (disqualification).
3. Clarify the voting status of an abstaining vote.
4. Find out if the amendment procedure that is mandated by RSA or can be modified.

### RE-ORGANIZATION OF THE BOARD

There was a discussion relative re-organization of the Board and it was agreed that this will be done in March after the Town Meeting.

### LEWIS BUILDERS

Map 3 Lot 015

Mr. West reported that he met with Joshua Manning of Lewis Builders who inquired about the viability of if they can do workforce housing in lieu of their proposed elderly housing project. He told them that the inclusionary ordinance would not be ready until at least 2010. He told them about the open space ordinance and they may come in with an amended plan.

CORRESPONDENCES

1. Invitation to join the Chester Planning Board for a CTAP Workshop, with the topic of Site Plan Review Regulations/Procedures, at 7:30 pm on January 27, 2009.

Mr. Karcz made the motion to adjourn at 8:50 pm.

Motion seconded by Mr. Downing with unanimous favorable vote.

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary